



Internet Resource Guide on International Business and Etiquette

for BC Agri-food and Seafood Businesses



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www.ats-sea.agr.gc.ca/reg/bc-eng.htm

Aussi offert en français sous le titre : Étiquette des rencontres d'affaires en pays étranger Guide des références sur Internet à l'intention des entreprises des secteurs de l'agroalimentaire et des fruits de mer de la C.-B.

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Introduction

The Marketing and Trade Officers at the British Columbia (BC) Regional Office of Agriculture and Agri-Food Canada (AAFC) assist BC agri-food and seafood companies to export their products internationally. This collection of websites was compiled by the officers to provide companies, associations, and groups with the resources to determine their export status and preparedness, and help them develop individual exporting plans. For ease of use, the websites are organized into six categories and each listing includes a brief description of the information or services offered.

Begin your journey with the Market Intelligence sites to obtain valuable information on international markets and developing your company's connection to a chosen market. The Export Guides section will help you begin your export planning, and includes the steps, processes, and considerations involved in exporting your agri-food or seafood products. Listings in the Financial Services section provide information on financial services and support available to BC businesses.

To prepare your company for exporting, the Education and Training section lists the sites of organizations and institutions that offer export education and training programs. Check the Customs and Tariff Information section for international tariff information and customs regulations. Finally, before you travel abroad, check the International Business Etiquette section for links to information on ways to understand and adapt to the business practices and protocol of your target market.

Electronic versions of this information can be found on AAFC's Agri-Food Trade Service (ATS) website at http://www.ats-sea.agr.gc.ca/reg/bc-eng.htm. In addition, this website contains electronic versions of Export Information for BC Agri-food and Seafood Businesses. Agriculture and Agri-Food Canada welcomes feedback and comments on this publication. Please send your suggestions to atsbc@agr.gc.ca or call 604-666-6344.

Although every effort has been made to ensure that the information in this publication is correct, Agriculture and Agri-Food Canada assumes no responsibility for the accuracy or reliability of the described programs or services, or for any decisions arising from the information contained here.

Market Intelligence

Agri-Food Trade Service Website – Agriculture and Agri-Food Canada

The Agri-Food Trade Service (ATS) website is Agriculture and Agri-Food Canada's electronic service that provides international trade and market information for Canadian agri-food and seafood exporters.

www.ats-sea.agr.gc.ca

BC Regional Office – Agri-Food Trade Service / Agriculture and Agri-Food Canada

Contact the British Columbia (BC) Regional Office to receive the Agri-Food Trade Service (ATS) Bulletin, a monthly source of timely market information and trade events. Also included on the website is the Export Information for BC Agri-food and Seafood Businesses, the Internet Resource Guide on International Business Etiquette, and the Internet Resource Guide on International Business.

www.ats-sea.agr.gc.ca/reg/bc-eng.htm

British Columbia and Yukon Trade Events Calendar

This site contains a directory of events and shows taking place in British Columbia and the Yukon.

www.bctradeevents.com

Canada Business

Canada Business is a government information service for businesses and start-up entrepreneurs in Canada. Canada Business reduces the complexity and burden of dealing with various levels of government by serving as a single point of access for federal and provincial/territorial government services, programs, and regulatory requirements for business. Services from Canada Business are available on the web, by telephone (toll-free) and email, and in person. For specific contact information, refer to the Contact Us page on the website.

www.canadabusiness.ca

Foreign Agricultural Service – United States Department of Agriculture

The Foreign Agricultural Service provides useful information and market reports on international markets.

www.fas.usda.gov

International Maximum Residue Limit Database

Exporters must ensure that the products they are exporting meet the regulatory requirements for pesticide limits in their target markets. This site enables exporters to follow up on the limits affecting their products.

www.mrldatabase.com

For information on the US Label and Tolerance Databases, visit:

http://cru66.cahe.wsu.edu/LabelTolerance.html

International Trade Data Network

The International Trade Data Network provides access to comprehensive country, industry, and market reports.

www.itdn.net

Market Report Guide

The US government provides a step-by-step approach on how to evaluate the potential of export markets.

www.export.gov/mrktresearch/index.asp

Trade Data Online - Industry Canada

Trade Data Online generates customized reports on Canadian and US trade in goods with more than 200 countries. Searches can be conducted for Canada and US trade by product or Canadian trade by industry.

www.ic.gc.ca/eic/site/tdo-dcd.nsf/eng/Home

Trade Topics – World Trade Organization

The World Trade Organization (WTO) Trade Topics site contains information on activities, such as trade agreements and negotiations, as they relate to goods, services, intellectual property, and other topics.

www.wto.org/english/tratop_e/tratop_e.htm

US Census Bureau – US Department of Commerce

The US Census Bureau contains statistical information on people, business, geography, and agriculture in the United States.

www.census.gov

US Department of Commerce

The US Department of Commerce promotes and develops the foreign and domestic commerce of the United States. Its website contains many useful reports on foreign markets. www.commerce.gov

US Food and Drug Administration

The US Food and Drug Administration has issued regulations to protect the US food and feed supply.

www.fda.gov/food

Food and Agriculture Organization of the United Nations (FAO)

The Food and Agriculture Organization (FAO) of the United Nations website contains publications, statistical databases, and multimedia resources on agriculture. www.fao.org

Austrade: The Australian Trade Commission

The Australian Trade Commission (Austrade) contains useful market intelligence on international markets.

www.austrade.gov.au

Business Women in International Trade

Business Women in International Trade offers a wealth of information specific to female exporters. Use this website to access support networks and multiple resources geared to help Canadian business women prepare and succeed in the competitive export marketplace. www.international.gc.ca/businesswomen-femmesdaffaires/index.aspx

Agri-Food Canada in the European Union – Agriculture and Agri-Food Canada

The Agri-Food Canada in the European Union (EU) site contains market information on the EU, newsletters that include a listing of opportunities for Canadian suppliers, a registry of EU importers of Canadian agri-food products, and a registry of Canadian exporters of agri-food products to the EU.

www.ats-sea.agr.gc.ca/euro/euro-eng.htm

CanadExport Online

CanadExport is Foreign Affairs and International Trade Canada's trade and investment e-publication. This site provides valuable trade information on specific countries, including information on the agriculture industry.

www.international.gc.ca/canadexport/index.aspx

Canadian Food Inspection Agency (CFIA) - Guide to Domestic Food Labelling

The Canadian Food Inspection Agency delivers all federal inspection services related to food, animal health, and plant protection. This site provides detailed information on biotechnology and science, imports and exports, inspection manuals, as well as labelling and codes of practice.

Guide to Food Labelling and Advertising:

www.inspection.gc.ca/english/fssa/labeti/guide/toce.shtml

General Website: www.inspection.gc.ca

Fisheries and Oceans Canada – Government of Canada Supporting Canadian Fishing Industry to Meet New European Union (EU) Regulations

This site contains a list of frequently asked questions regarding the Government of Canada's support for the Canadian fishing industry to meet new EU regulations.

 $\underline{www.dfo-mpo.gc.ca/fm-gp/peches-fisheries/fish-ren-peche/sff-cpd/eu-regulation-reglement-ue-fag-eng.htm}$

Complete EU Illegal, Unregulatedd and Unreported (IUU) Regulation as proposed, can be found at:

http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2008;286:0001:0032:EN:PDF

Embassies and Consulates - International Trade Canada

This site lists Canadian Embassies and Consulates located around the world and is a valuable tool for establishing contacts in target export markets.

www.infoexport.gc.ca/eng/offices-worldwide-map.jsp

Eurostat: The Statistical Office of the European Union

This site provides statistics by sector and structural indicators, as well as information and reports.

http://epp.eurostat.ec.europa.eu/portal/page/portal/statistics/themes

Export your Services: Take a World View - Industry Canada

Use the Programs and Services section of the website to travel through topics, such as business tools and resources, electronic commerce, and trade and investment.

www.ic.gc.ca

Foreign Affairs and International Trade Canada – Country and Regional Information

This site provides links to information about Canada's bilateral relations with, and its activities and services in countries around the world.

www.international.gc.ca/cip-pic/geo.aspx

InfoBasket - British Columbia Ministry of Agriculture

InfoBasket is the British Columbia Ministry of Agriculture's e-service portal that contains links to information related to exporting as well as information on various sectors. It's your one-stop shop for agri-food information on the Internet.

www.infobasket.gov.bc.ca/portal/server.pt?

Virtual Trade Commissioner

The database of the Trade Commissioner Service provides data, information, and services for various sectors and markets.

www.tradecommissioner.gc.ca

NuDeal Global Trade Marketplace

NuDeal.com is an open marketplace for global trade and a provider of free online marketing services for small and medium sized businesses. The site offers free services for buyers, sellers, importers, and exporters, that aid in locating opportunities and advertising businesses online.

www.nudeal.com

Registry of Hong Kong Importers, Distributors and Wholesalers of Agri-food and Seafood – Agriculture and Agri-Food Canada

This database allows you to search by product for importers, distributors, and wholesalers in Hong Kong.

www2.agr.ca/hongkong/search-e.asp

Trade Data Online - Industry Canada

Trade Data Online provides the ability to generate customized reports on Canada's and US trade in goods with over 200 countries.

www.ic.gc.ca/eic/site/tdo-dcd.nsf/eng/Home

Export Guides

Business Development Bank of Canada

The Business Development Bank of Canada (BDC) offers articles of interest on important export topics such as success factors, financing, logistics, laws, and regulations. www.bdc.ca

Canadian International Freight Forwarders Association (CIFFA)

The CIFFA is a membership-based association of freight forwarders that uses standardized conditions for shipping and trading goods.

www.ciffa.com

Exporting Goods from Canada: A Handy Customs Guide for Exporters – Canada Border Services Agency

This publication is a useful guide to documentation and reporting requirements for exports to the US and other countries.

www.cbsa-asfc.gc.ca/publications/pub/bsf5081-eng.html

Handbook of Export and Import Commodity Codes - 2009

This handbook contains information on imports of products listed on the Import Control List and on the export of non-originating textiles, textiles products, and apparel entering the USs and Mexico under the tariff preference levels established in the North American Free Trade Agreement (NAFTA), the export of peanut butter, refined sugar and sugar-containing products, and the export of softwood lumber. This handbook is designed to assist you in categorizing and identifying a product, as well as to provide information concerning the import or export control requirements for the product. The Export and Import Controls Bureau (EICB) has adopted the use of the Harmonized Commodity Description and Coding System (HS) to classify and identify these products.

www.international.gc.ca/controls-controles/report-rapports/list_liste/handbook-manuel/index.aspx?lang=eng&menu_id=58&menu=R

Exporting to the United States Guide

This guide provides practical information to make exporting to the US easier to start, maintain and expand.

www.international.gc.ca/canadexport/assets/images/ExportingtoUS-e.pdf

Canada Business – Exporting

Canada Business provides helpful information on preparing to export to international markets, including information on getting started, market research, accessing your market, laws, as well as external sources.

http://www.canadabusiness.ca/eng/105/

Farm Credit Canada (FCC)

Farm Credit Canada (FCC) is the leading business and financial services provider to agriculture in Canada. To ensure our customers experience greater success, FCC provides competitively priced debt and equity financing, insurance, software, training and information.

www.fcc-fac.ca

Foreign Affairs and International Trade Canada

Foreign Affairs and International Trade Canada's website provides information on foreign policy, international trade, and travel assistance for many countries and regions. www.international.gc.ca

Small Business BC

Small Business BC, a public and private sector collaboration, is the comprehensive business development resource for people exploring opportunities, launching new ventures, and growing existing businesses.

www.smallbusinessbc.ca

e-Business Trade Roadmap - Industry Canada

The e-Business Trade Roadmap is geared to small and medium-sized enterprises (SMEs) who, as a result of establishing a website, are potential exporters of products or services. The Roadmap is predominantly a series of hyperlinks to public and private sector websites, which focus on Internet-based international trade transactions.

www.ic.gc.ca/eic/site/dir-ect.nsf/eng/h_uw00225.html

Technology, Research & Innovation – BC Ministry of Small Business and Economic Development

The BC Ministry of Small Business and Economic Development offers three key programs to help small businesses gain access to capital: the Venture Capital Program, the Employee Share Ownership Program, and the Labour Sponsored Funds Program. These programs offer tax credits to investors so that small businesses may continue to lead the economic future of BC.

www.tted.gov.bc.ca/TRI/Pages/default.aspx

Export Resources for Small Business Owners and Aspiring Entrepreneurs - Western Economic Diversification Canada (WD)

There is a tremendous amount of information available on exporting and marketing goods and services worldwide. To help small businesses maximize their true export potential, WD has provided a comprehensive listing of the information, programs, and services that are available.

www.wd.gc.ca/eng/97.asp

Financial Services

The BC Angel Forum

Each spring and fall, the Angel Forum provides technology, service, and manufacturing companies the opportunity to introduce and showcase their products and services to private investors.

www.angelforum.org

Business Development Bank of Canada

The Business Development Bank of Canada (BDC) offers export-specific solutions to help Canadian entrepreneurs boost sales and compete successfully in international trade. www.bdc.ca

Canadian Commercial Corporation – Canada's International Contracting Agency The Canadian Commercial Corporation is a crown corporation that facilitates international trade, particularly within government markets.

www.ccc.ca

Community Futures British Columbia – Loan Programs

Community Futures (CFs) takes a grassroots approach to community and economic development and is primarily focused on creating jobs outside major urban centres. There are 90 CFs across Western Canada, that are non-profit corporations run by volunteer boards of directors, supported by salaried staff. The mandate of the corporations is community and business development. Each CF delivers a variety of services ranging from strategic economic planning, technical and advisory services to businesses, loans to small and medium-sized businesses, self-employment assistance programs, and services targeted to youth and entrepreneurs with disabilities.

www.communityfutures.ca

BC List: www.wd-deo.gc.ca/eng/254.asp

Currency Converter

This site offers currency services for the business traveller, including an online currency converter.

www.xe.com

Equifax

Equifax members have access to financial tools to help manage risk.

www.equifax.com

Export Development Canada

Export Development Canada (EDC) is a Canadian financial institution that offers a variety of trade financial services, including insurance and financing, and offers future exporters the tools to assess their export-readiness.

www.edc.ca

Canada Business

Canada Business is a government information service for businesses and start-up entrepreneurs in Canada. Canada Business reduces the complexity and burden of dealing with various levels of government by serving as a single point of access for federal and provincial/territorial government services, programs, and regulatory requirements for business. Services from Canada Business are available on the web, by telephone (toll-free) and email, and in person.

www.canadabusiness.ca

Industrial Research Assistance Program – National Research Council

This program helps small and medium-sized companies access technical advice and information, contacts, sources of expertise or technology, and literature or patent searches. It also provides financial support for research and development on a cost-shared basis. www.nrc-cnrc.gc.ca/eng/ibp/irap.html

Scientific Research and Experimental Development Tax Incentive Program (SR&ED) – Canada Revenue Agency

Through tax credits, this program encourages eligible Canadian businesses of all sizes and in all sectors (including horticulture, agriculture and agri-food industries) to do scientific research and experimental development that will lead to new or improved technologically advanced products or processes.

www.cra-arc.gc.ca/txcrdt/sred-rsde/menu-eng.html

Small Business BC

Small Business BC helps you explore financing options with an online business workshop, links to websites for small businesses, and an overview of government financing. www.smallbusinessbc.ca

Grants and Finances –Canada Business Services for Entrepreneurs

Industry Canada presents an extensive directory of Canadian financial providers. This site includes information on Canadian government grants and loans and other sources of financing available for businesses.

http://www.canadabusiness.ca/eng/

Education and Training

Forum for International Trade Training

The Forum for International Trade Training is a national, not-for-profit, professional organization, founded by industry and government to develop international trade training programs and services, establish country-wide standards and certification, and generally ensure continuing professional development in the practice of international trade. www.fitt.ca

Small Business BC

Small Business BC's website contains an online business workshop, links to websites for small businesses, and dates for upcoming seminars that are helpful for businesses looking to export.

www.smallbusinessbc.ca

Vancouver Board of Trade

The Vancouver Board of Trade is a business association that offers seminars, workshops and networking events to help your company access, and expand in, the global economy. www.boardoftrade.com

Customs and Tariff Information

Canada Border Services Agency

The Canada Border Services Agency provides important information for companies doing business across all borders.

www.cbsa-asfc.gc.ca

Export and Import Controls Bureau – Foreign Affairs and International Trade Canada

The Export and Import Controls Bureau (EICB) is responsible for administering the Export and Import Permits Act. The EICB site contains information about restricted import and export commodities and countries.

www.international.gc.ca/controls-controles/index.aspx

Harmonized Tariff Schedule - US International Trade Commission

This site contains tariff schedules related to exports entering the US.

www.usitc.gov/tata/hts/bychapter

The Integrated Tariff of the Community (TARIC) Trade Negotiations and Agreements

TARIC contains a catalogue of tariff schedules related to products entering the European Union.

http://ec.europa.eu/taxation_customs/dds/tarhome_en.htm

Trade Negotiations and Agreements – Foreign Affairs and International Trade Canada

This site contains information on existing and developing trade agreements. These include the World Trade Organization (WTO), North American Free Trade Agreement (NAFTA), Free Trade Area of the Americas (FTAA), and other regional and bilateral agreements.

www.international.gc.ca/trade-agreements-accords-commerciaux/index.aspx

International Business Etiquette

Introduction

The Marketing and Trade Officers at the British Columbia (BC) Regional Office of Agriculture and Agri-Food Canada (AAFC) have compiled the following Internet resources on International Business Etiquette in order to help BC agri-food and seafood businesses establish beneficial business relationships in international markets. Given each international culture has its own values and idiosyncrasies, understanding and adhering to the etiquette of another country can mean the difference between success and failure in international markets. These resources are intended to point BC businesses in the right direction to maintain lasting partnerships with international clients. The websites listed provide guidelines for etiquette in both social and business situations.

Additional Internet resources are available via Usenet Newsgroups or "discussion groups." There are newsgroups on nearly every culture imaginable – far too many to list in this booklet. These are internet forums where interested persons can discuss the culture and politics of a particular country or region. They are also an excellent resource for first-hand information on a culture. If you have a specific question or would like tips from people who are familiar with a particular culture, this is the ideal place to find information. Most cultural newsgroups follow the format "soc.culture.xxx," where "xxx" would be the name of the country or region. For example, if you are looking for information on the Chinese culture, you would search the newsgroup under soc.culture.china. An extensive listing of newsgroups can be found on Google at http://groups-beta.google.com/qrphp.

Getting Started

The Canadian Foreign Service Institute

This site provides links to intercultural learning, language training, and professional development.

www.international.gc.ca/ifait-iaeci

The Canadian Trade Commissioner Service

This site provides tips for business travellers on various countries and regions around the world.

www.tradecommissioner.gc.ca

Consular Affairs

This site provides assistance to Canadian travellers, preparing them for foreign travel. <u>www.voyage.gc.ca/index-eng.asp</u>

Executive Planet

This site includes links to information about business cultures of various countries around the world.

www.executiveplanet.com

Doing Business Worldwide

This site provides information on international business practices, business protocol, etiquette, cross-cultural communication, negotiating tactics, and country-specific data. www.worldbiz.com

Her Own Way: Advice for the Woman Traveller

This guide provides helpful hints for female travellers, including information about accommodation, dress sense, business, and personal etiquette. www.voyage.gc.ca/publications/woman-guide_voyager-feminin-eng.asp

Asia

Asia Pacific Foundation of Canada

This site contains a wide range of information, including news and Internet links detailing Canada's economic, political, social and institutional relations with the Asia Pacific region www.asiapacific.ca

Business Card Etiquette

This page contains information on general business card etiquette, as well as specific information on using business cards in China, India, Japan and the United Kingdom. www.kwintessential.co.uk/cultural-services/articles/business-card-etiquette.html

China

Canada China Business Council

This site contains information about business services and support to enhance Canada-China trade and investment.

www.ccbc.com

Doing Business in China

In this brief guide to doing business in China, a few tips on business culture and etiquette are offered.

www.kwintessential.co.uk/etiquette/doing-business-china.html

China – Executive Planet Guide

This site contains helpful links to information about travel and business in China. www.executiveplanet.com/index.php?title=China

Hong Kong

Tips for Business Travellers – Hong Kong

This site contains business travel information for Hong Kong, including information on visas, employment, and identity cards.

www.tradecommissioner.gc.ca/eng/document.jsp?did=49615

Etiquette in Hong Kong

This site provides general information about Hong Kong, including Hong Kong society and culture, customs, and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/hongkong-country-profile.html

India

Doing Business in India

In this brief guide to doing business in India, a few tips on business culture and etiquette are offered.

www.kwintessential.co.uk/etiquette/doing-business-india.html

Business Culture Guide to India

This site provides detailed information about India's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=India

Indonesia

Tips for Business Travellers - Indonesia

This site provides tips for business travellers to Indonesia. www.infoexport.gc.ca/eng/document.jsp?did=14815

Japan

Tips for Business Travellers - Japan

This site provides information about Japanese customs, etiquette for conducting business, travel information, and tips on how to be successful in the Japanese market. www.infoexport.gc.ca/eng/document.jsp?did=12476

Doing Business in Japan

In this brief guide to doing business in Japan, a few tips on business culture and etiquette are offered.

www.kwintessential.co.uk/etiquette/doing-business-japan.html

Korea

Business Culture in South Korea

This site provides information about Korean culture, working relationships, and business etiquette do's and don'ts.

www.communicaid.com/cross-cultural-training/culture-for-business-and-management/doing-business-in/South-korean-business-and-social-culture.php

Doing Business in South Korea

This site provides detailed information about South Korea's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=South_Korea

Malaysia

Doing Business in Malaysia

This site provides information about Malaysian culture, working relationships, and business etiquette do's and don'ts.

www.communicaid.com/cross-cultural-training/culture-for-business-and-management/doing-business-in/Malaysian-business-and-social-culture.php

Malaysia – Executive Planet

This site provides helpful information about travelling and conducting business in Malaysia. www.executiveplanet.com/index.php?title=Malaysia

Philippines

Doing Business in the Philippines

This site provides detailed information about business culture in the Philippines, including office and telephone etiquette.

www.buyusa.gov/philippines/en/doing business philippines.html

Philippines – Language, Culture, Customs and Etiquette

This site provides information about languages in the Philippines, as well as Filipino society, culture, business etiquette, and customs.

www.kwintessential.co.uk/resources/global-etiquette/philippines-country-profile.html

Singapore

Singapore – Language, Culture, Customs and Etiquette

This site provides information about languages in Singapore, as well as Singaporean society, culture, business etiquette and customs.

www.kwintessential.co.uk/resources/global-etiquette/singapore.html

Business Etiquette in Singapore

This site provides detailed information about Singapore's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Singapore

Taiwan

Business and Travel Etiquette in Taiwan

This site provides greeting, business meeting and gift giving information, as well as survival tips.

www.executiveplanet.com/index.php?title=Taiwan

Thailand

Thai Culture

This site provides useful information about Thai culture, including dress and social behaviour. www.ethailand.com/index.php?id=558

Thailand - Thai Language, Culture, Customs and Etiquette

This site provides general information about Thailand, including Thai society, culture, etiquette, customs, and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/thailand-country-profile.html

Vietnam

Vietnam - Language, Culture, Customs and Etiquette

This site provides general information about Vietnam, including Vietnamese society, culture, etiquette, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/vietnam.html

Middle East

Middle East Business Etiquette and Manners

This site provides links to the business etiquette and customs of Egypt, Saudi Arabia, Turkey, and the United Arab Emirates.

www.cyborlink.com/besite/mideast.htm

Doing Business in the Middle East

In this brief guide to doing business in the Middle East, a few tips on business culture and etiquette are offered.

www.kwintessential.co.uk/etiquette/doing-business-middleeast.html

Iran

Doing Business in Iran

In this brief guide to doing business in Iran, a few tips on business culture and etiquette are offered.

www.kwintessential.co.uk/etiquette/doing-business-iran.html

Israel

Tips for Business Travellers – Israel

This site provides information on language, business hours, statutory holidays and advice on conducting business in Israel.

www.infoexport.gc.ca/eng/document.jsp?did=10673

Business Culture Guide to Israel

This site provides detailed information about Israel's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Israel

Lebanon

Tips for Business Travellers – Lebanon

This site provides information on language, business hours, climate, transportation, currency and tipping in Lebanon. It also includes advice on doing business in Lebanon and how to succeed in the Lebanese market.

www.infoexport.gc.ca/eng/document.jsp?did=24244

United Arab Emirates

Tips for Business Travellers - United Arab Emirates (UAE)

This site provides comprehensive information on travelling to the UAE, including information on working in the UAE, entry regulations, types of UAE companies, language, time, greetings, appointments, etiquette, gifts, dress code, business hours, public holidays, living in the UAE, transportation, health and safety, electricity, weights and measures, photography, and alcohol.

www.infoexport.gc.ca/eng/document.jsp?did=89748

Import Regulations - United Arab Emirates (UAE)

This site provides information and links on tariffs and customs pertaining to the UAE. The site also provides important contact information regarding agriculture, fish, food and beverage products, and other sources customs information.

http://infoexport.gc.ca/eng/document.jsp?did=51866

Europe

Austria

Austria - Language, Culture, Customs and Etiquette

This site provides general information about Austria, including briefs on Austrian society, culture, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/austria-country-profile.html

Belgium

Doing Business in Belgium

This brief guide offers basic pointers on how to do business more effectively in Belgium. www.kwintessential.co.uk/etiquette/doing-business-belgium.html

Business Etiquette in Belgium

This site provides detailed information about Belgium's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Belgium

Finland

A Guide to Finnish Customs and Manners

This site provides a detailed guide to Finnish customs and manners. http://finland.fi/public/default.aspx?contentid=160036&contentlan=2&culture=en-US

Finland - Language, Culture, Customs and Etiquette

This site provides general information about Finland, including briefs on Finnish society, culture, etiquette, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/finland-country-profile.html

France

Tips for Business Travellers – France

This site provides information about French business culture, travel, marketing and trade regulations.

www.infoexport.gc.ca/eng/document.jsp?did=26112

France - French Culture, Customs and Etiquette

This site provides general information about France, including French society, culture, etiquette, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/france-country-profile.html

Greece

Greece - Language, Culture and Doing Business

This site provides general information about Greece, including Greek society, culture, etiquette, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/greece-country-profile.html

Italy

Italian Business and Social Etiquette

This site provides detailed information about business and social etiquette in Italy. www.executiveplanet.com/index.php?title=Italy

Italy - Language, Culture, Customs and Etiquette

This site provides general information about Italy, including Italian society, culture, etiquette, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/italy-country-profile.html

Spain

Business Etiquette in Spain

This site provides detailed information about Spain's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Spain

Spain - Language, Culture, Customs and Etiquette

This site provides general information about Spain, including Spanish society, culture, etiquette, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/spain-country-profile.html

Sweden

Doing Business in Sweden

In this brief guide to doing business in Sweden, a few tips on business culture and etiquette are offered.

www.kwintessential.co.uk/etiquette/doing-business-sweden.html

Business Etiquette in Sweden

This site provides detailed information about Sweden's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Sweden

United Kingdom

Business Etiquette in the United Kingdom

This site provides detailed information about business etiquette and culture in the UK, including several links to other websites.

www.executiveplanet.com/index.php?title=United_Kingdom

Africa

South Africa

South Africa - Language, Culture, Customs and Etiquette

This site provides general information about South Africa, including South African society, culture, etiquette, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/south-africa-country-profile.html

The United States

Travel Report for United States (US)

This document provides general information about traveling and working in the US. www.voyage.gc.ca/countries_pays/report_rapport-eng.asp?id=308000

American Business Etiquette, Vital Manners, Cross Cultural Communication

This site provides general information about appearance, behaviour and communication in the US.

www.cyborlink.com/besite/us.htm

Business Etiquette in the United States

This site provides detailed information about US business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=United_States

Central and South America

Latin America Business Etiquette and Manners

This site includes links to information on the business and social etiquette of various Latin American countries.

www.cyborlink.com/besite/latin_america.htm

Business Etiquette in Latin America

This site includes information about appropriate business attire, interviewing, and proper social etiquette in Latin American countries.

www.pasadenaisd.org/rayburn/Clubs/BPA/contest/Latinamerica.html

Argentina

Business Etiquette in Argentina

This site provides detailed information about Argentina's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Argentina

Brazil

Brazil - Language, Culture, Customs and Etiquette

This site provides general information about Brazil, including Brazilian society and culture, etiquette, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/brazil-country-profile.html

Business Etiquette in Brazil

This site provides detailed information about Brazil's business etiquette, culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Brazil

Chile

Doing Business in Chile

In this brief guide to doing business in Chile, a few tips on business culture and etiquette are offered.

www.kwintessential.co.uk/etiquette/doing-business-chile.html

Business Etiquette in Chile

This site provides detailed information about Chile's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Chile

Colombia

Business Etiquette in Colombia

This site provides detailed information about Colombia's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Colombia

Colombia - Language, Culture, Customs and Etiquette

This site provides general information about Colombia, including Colombian society, culture, etiquette, customs and business etiquette.

www.kwintessential.co.uk/resources/global-etiquette/colombia.html

Costa Rica

Doing Business with Costa Rica, Honduras and Nicaragua

This site provides information on doing business with Costa Rica, Honduras, and Nicaragua. The site includes information on commencing business, exporting, as well as related resources.

www.canadainternational.gc.ca/costa_rica/commerce_international/index.aspx?menu_id=16&menu=L

Cuba

Tips for Business Travellers – Cuba

This site provides information about conducting business in Cuba and tips on how to be successful in the Cuban market.

www.infoexport.gc.ca/eng/document.jsp?did=13137

Dominican Republic

Tips for Business Travellers - Dominican Republic

This site provides information on Dominican business etiquette and advice on doing business in the country.

www.infoexport.gc.ca/eng/document.jsp?did=20969

Mexico

Travel Report for Mexico

This detailed guide provides information about Mexican culture and customs, as well as information on working and doing business in Mexico.

www.voyage.gc.ca/countries_pays/report_rapport-eng.asp?id=184000

Making it in Mexico – Business Customs and Practices

This site provides information on business customs and practices in Mexico. www.fas.usda.gov/info/agexporter/1999/makingit.html

Panama

Panamanian Business Etiquette and Manners

This site provides general information about appearance, behaviour and communication in Panama.

www.cyborlink.com/besite/panama.htm

Peru

Business Etiquette in Peru

This site provides detailed information about Peru's business etiquette and culture, including several links to other websites.

www.executiveplanet.com/index.php?title=Peru

Venezuela

Tips for Business Travellers - Venezuela

This site provides information on Venezuelan business etiquette, advice on doing business, and tips on how to succeed in the Venezuelan market.

www.infoexport.gc.ca/eng/document.jsp?did=12701

Notes

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